



COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

DEPUTY STATE FIRE MARSHAL I

Job Number: 20000805

Job Code: 32360V000101

Job Group: 3200 - PERSONAL SAFETY AND BUILDING INSP

Job Established: 06/16/1982

Job Revised: 02/24/2006

Grade: 12 Salary (MIN - MID):

\$14,938-\$19,789 - Hourly

\$2,427.44-\$3,215.72 - 37.5 Hr. Monthly Salary

\$2,589.26-\$3,430.10 - 40 Hr. Monthly Salary

Special Entrance Rate:

NONE

NONE

NONE

PROBATIONARY PERIOD:

This job has an initial and promotional probationary period of 6 months. For additional information refer to: <http://www.lrc.ky.gov/kar/101/001/325.htm>.

CHARACTERISTICS OF THE JOB: *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Performs duties in the inspection of existing public buildings to ensure compliance with applicable fire/life safety codes; and performs other duties as required.

MINIMUM REQUIREMENTS:

EDUCATION:

High school graduate.

EXPERIENCE:

Must have two years of experience in mechanical trades installation and/or inspection or in skilled building trades; OR one year as a certified fire prevention inspector in a fire department; OR one year as an inspector with the Kentucky Department of Housing, Buildings and Construction. OR Must have three years as a Fire Chief or a similar administrative position in a fire department.

Substitute EDUCATION for EXPERIENCE:

An associate's degree or a bachelor's degree in Fire Science Technology, Architecture, Engineering or related fields will substitute for the two years of experience. Related technical training in skilled building trades will substitute for up to two years of the required experience on a year-for-year basis.

Substitute EXPERIENCE for EDUCATION:

NONE

SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):

Within six months of appointment, employee is required to successfully pass the Fire Prevention Inspector test administered by the Department of Housing, Buildings and Construction. <http://www.dhbc.ky.gov/default.htm>

EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION: *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Performs inspections of all existing public buildings for compliance with state fire/life safety codes. Ensures that proper means of egress, fire safety equipment, structural integrity, etc., are maintained in satisfactory condition. Coordinates with local fire departments concerning fire safety hazards. Informs building owners and occupants of all fire/life safety violations. Meets with property owners, contractors and architects to achieve compliance with fire/life safety codes. Researches and maintains knowledge and skills in fire/life safety and investigation methods. Prepares technical reports and keeps inspection records.

UNIQUE PHYSICAL REQUIREMENTS:

Job duties regularly require walking, climbing stairs and ladders, stretching, bending, lifting, and crawling in attics and other limited spaces.

TYPICAL WORKING CONDITIONS: *Incumbents in the job will typically perform their job duties under these conditions.*

Daily travel within assigned inspection territory with occasional overnight trips.

ADDITIONAL REQUIREMENTS:

Upon appointment, employees in this class may be required to maintain a valid driver's license and required to drive a licensed vehicle. This status may be necessary for the length of time in this class. If this is necessary it will be listed in the specific position description for that position. Applicants and employees in this job title may be required to submit to a drug screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

THE COMMONWEALTH OF KENTUCKY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, SEXUAL ORIENTATION OR GENDER IDENTITY, ANCESTRY, AGE, DISABILITY, POLITICAL AFFILIATION, GENETIC INFORMATION OR VETERAN STATUS IN ACCORDANCE WITH STATE AND FEDERAL LAWS.